

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 14
JANUARY 21, 2015– WORK SESSIONS**

**Planning & Community Development
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, January 21, 2015 at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Rick Hannold, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: David Wechner, Director, Paula Bradshaw, Brad Johnson

Others Present: Elaine Marlow, Budget Director, Bill Oakes, Tim Lawrence

Record @ 00:05

Subject/Description: SMP changes required by the DOE

Attachment: Attachment B & C

Information: Brad Johnson reviewed with the Board the Department of Ecology's required and recommended changes to the Island County proposed SMP.

Aquaculture issues were discussed and the need for the County to provide adequate rationale for prohibiting water-dependent uses such as finfish net pen facilities. The Board suggested contacting the Marine Resource Committee (MRC) and DNR staff to see what data may have already been collected.

Follow up: Staff will contact DOE and let them know Island County is working on an alternative approach to regulating aquaculture and request additional time. Continue discussion to a February work session.

Subject/Description: FEMA discussion related to the new maps and follow up to the Community Assistance Visit (CAV) from FEMA

Attachment: Ltr dated 1/14/15 from David Wechner to BOCC

Information: Andy Griffith discussed with the Board the changes to the flood hazard maps, updating Island County's flood zones and hazard ratings. Island County will take the lead on notifying the public that FEMA will be present at public meetings to go over the maps prior to preliminary adoption in April, an appeal period over the summer and final adoption by November with a requirement that local jurisdictions adopt the implementing ordinance and the new maps by April 2016.

Subject/Description: Planning update

Attachment: yes

Information: David Wechner provided the Board with the monthly Planning and Community Develop update.

**Budget Director/GSA
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, January 21, 2015, at 10:20 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

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County Commissioners: **Helen Price Johnson, Chair**
 Rick Hannold, Member
 Jill Johnson, Member

Staff: **Pam Dill**

Staff Present: **Elaine Marlow, Budget Director, Don Mason**

Record @ 01:19:07

Subject/Description: Conservation Futures Program review

Attachments: yes

Information/Discussion: Don Mason provided an overview of the Conservation Futures Program.

The CFF TAG and CFF CAB reviewed the fund allocation and selection criteria against which applications to the CFF are evaluated and produced recommended new selection criteria for the Boards review. GSA staff collected other input on possible changes/improvements to the CFF process, produced a summary of inputs on the program and process and produced recommendations for the Boards consideration.

Elaine Marlow reviewed those recommendations with the Board:

- Remove outdated provisions in code
- Assign the responsibility of producing program document to the CFF Program Coordinator to publish new Program documents that better align with the ICC in content and sequence
- Have the Planning review before acquisition projects are sent for committee review
- Strengthen definition of Appearance of Fairness to include “employed by or having current membership in applicant organization (*change Conflict of Interest to Appearance of Fairness*)
- Add a section of ICC code that permits out-of-cycle acquisitions to be considered in certain circumstances. (*considered at the direction of the Board*)
- Accept CAB recommendation and scoring (*bring back for continued discussion*)
- Add a section of ICC code that defines M & O project evaluation criteria/Accept the TAG/CAB recommended criteria and scoring (*Board provided suggested revisions to the selection criteria*)
- M & O funds available to any party who acquired ownership with CFF monies (*bring back for further discussion*)
- Add a section of ICC code that clarifies that funds can be committed for M & O project for up to 2 years
- Funding should be awarded to acquisition and M & O projects that best fulfill the goals and priorities of the program and provide the greatest benefit to the public
- Before approving funding awards, applicant presentations are made at a BOCC meeting and public comment is taken.
- One review committee with 7-9 members from a broad spectrum of interests and expertise, including representatives from incorporated and unincorporated areas. (*use staff as a technical resource*)

Follow up: Continue discussion the February 4, 2015 work session.

Human Resources

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 16
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Summary Minutes

Work Session was held between the County Commissioners and Human Resources on Wednesday, January 21, 2015 at 11:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair
Rick Hannold, Member
Jill Johnson, Member

Staff: Pam Dill

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director, Donna Rollag, Larry VanHorn, Sheilah Crider, Wanda Grone

Record @ 02:26:50

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

District Court

- Lead Clerk, Replacement position, C-9 #110/14
Commissioner Johnson move to approve Job Requisition #110/14 with the stipulation that it is budget/employee neutral. The motion was seconded by Commissioner Hannold and carried unanimously.

Public Health

- WIC Certifier, New Position, .4 FTE, C-6 #001/15
Commissioner Hannold moved to approve Job Requisition #001/15. The motion was seconded by Commissioner Johnson and carried unanimously.

Treasurer

- Chief Deputy Treasurer, Replacement , NR-15 #002/15
Commissioner Johnson moved to approve Job Requisition #002/15. The motion was seconded by Commissioner Hannold and carried unanimously.
- Deputy Treasurer-Collections, Replacement, C-9 #004/15
Commissioner Johnson moved to approve Job Requisition #004/15. The motion was seconded by Commissioner Hannold and carried unanimously.

Auditor

- Recording Manager/Licensing, Replacement, C-10 #003/15
Commissioner Johnson moved to approve Job Requisition #003/15. The motion was seconded by Commissioner Hannold and carried unanimously.

Facilities

- Facilities Project Specialist, New Position, C-13 #005/15
Commissioner Johnson moved to approve Job Requisition #005/15. The motion was seconded by Commissioner Hannold and carried unanimously.

Subject/Description: Status Change Form – Budget Director - Merit Increase

Attachment: yes

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 17
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Information: *Commissioner Hannold moved to approve the 2 ½ % merit increase. The motion was seconded by Commissioner Johnson and carried unanimously.*

**Monthly Financial Reports
From Auditor & Treasurer
Summary Minutes**

Work Session was held between the County Commissioners and the Auditor/Treasurer on Wednesday, January, 21, 2015, at 11:50 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair **Staff:** Pam Dill
Richard Hannold, Member
Jill Johnson, Member

Present: Wanda Grone, Treasurer

Others Present: Elaine Marlow, Budget Director

Record @ 02:45:48

Subject: Monthly Financial Report

Attachment: [MONTHLY FINANCIAL REPORTS BY AUDITOR AND TREASURER](#)

**Health Department
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, January 21, 2015, at 12:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Helen Price Johnson, Chair **Staff:** Pam Dill
Rick Hannold, Member
Jill Johnson, Member

Staff Present: Keith Higman, Director

Others Present: Elaine Marlow, Budget Director

Record @ 02:57:20

Administration

Subject/Description: 2015 Sub-Lease Agreement with South Whidbey Parks & Recreation

Attachment: Sub-Lease Agreement No. HD-05-2015

Action Requested: 2015 Sub-Lease Agreement between Island County Public Health and South Whidbey Parks & Recreation District for office space located at 5475 S. Maxwelton Road, Langley. Effective: 01/01/2015 through 12/31/2015. Agreement No. HD-05-15; Amount: \$443.32/per month.

Follow up: Okay with full Board to move forward to Monday's agenda.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 18
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Community & Family Health

Subject/Description: Behavioral Health Specialist Agreement

Attachment: Contract No. HD-04-2015

Action Requested: Approval of Agreement between Island County Public Health and Mariam Ross, Behavioral Health Specialist; Amount: not to exceed \$13,000.00/year; January 1, 2015 through December 31, 2015.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

Environmental Health

Subject/Description: Opportunity Council – Septic Inspection Intake & Referral Program

Attachment: Contract No. HD-06-2015

Action Requested: Agreement with Opportunity Council; Island County Septic Inspection Intake and Referral Program; Contract No. HD-06-2015; Agreement Period: January 1, 2015 through June 30, 2015; Amount: Not to exceed \$7,500.00.

Follow up: Okay with full Board to move forward to a Tuesday agenda.

EXECUTIVE SESSION ANNOUNCED

Commissioner Price Johnson announced the Board will recess and meet in Executive Session at 12:10 p.m., as allowed under RCW 42.30.110(1)(i) to discuss with legal counsel litigation or potential litigation. The Executive Session lasted a half hour with no announcement in open public session. The Board recessed at 12:40 and reconvened at 1:00 p.m. in open public session.

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, January 21, 2015, at 1:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Helen Price Johnson, Chair**
 Richard Hannold, Member
 Jill Johnson, Member

Staff: Pam Dill

Staff Present: Bill Oakes, Director, Eric Brooks, DEM, Joantha Guthrie, Connie Bowers

Others Present: Elaine Marlow, Budget Director

Record @ 03:04

Add-on

Subject/Description: Turnback Agreement & Construction Agreement

Attachment: none

Information: Bill Oakes reviewed the Turnback Agreement between WSDOT and Island County Public Works; SR 20 Morris Road to Jacobs Road Safety Improvements Project.

Follow up: Continue to next work session.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 19
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Add-On

Subject/Description: Grant Agreement E15-082

Attachment: none

Action Requested: Approval of Grant Agreement E15-082 – Washington State Military Department & US Department of Homeland Security; implementation of National Preparedness System (NPS); \$48,715.00.

Follow up: Okay with full Board to move forward to Monday's agenda.

Solid Waste

Subject/Description: Republic Services Contract Renewal

Attachment: Memo dated 1/21/15 from Joantha Guthrie, to BOCC

Action Requested: Approval of 3 year contract extension with Republic Services (formally known as Rabanco, Ltd.) for Solid Waste Hauling & Disposal.

Follow Up: Okay with full Board to move forward to a Tuesday agenda.

Roads

Subject/Description: CRAB Road Levy Certification

Attachment: 2015 Certification Road Levy & Estimated Revenue Produced

Action Requested: Certification of 2015 Road Levy & Estimated Revenue Produced – Annual Report due to County Road Administration Board (CRAB)

Follow up: Okay with full board to move forward to Monday's agenda.

Subject/Description: Evaluation of Speed Limits – Oak Harbor District; Camano Island

Attachment: Memorandum; Speed Study

Action Requested: Evaluation of Speed Limits in Oak Harbor and Camano Districts:

- Hunt Road – Crescent Harbor Road to Fakkema Road – remain 50 mph
- Juniper Beach Road – Smith Road to SR 532 – Reduce from 50 mph to 45 mph from SR 532 to a point ½ mile west of Smith Road
- East Camano Drive – Beach Drive to Patricia Ann Drive – remain 50 mph

Follow Up: Okay with full Board to schedule Juniper Beach Road for public hearing.

Subject/Description: Comprehensive Plan Transportation Element update – Draft

Attachment: Memorandum dated 1/21/15 from Doug Cox, to BOCC

Information: Meetings postponed.

Subject/Description: 2015-2020 Island County Transportation Improvement Program (TIP) Proposed Revisions

Attachment: Memorandum; 6 YR TIP Chart

Information: Bill Oakes and Connie Bowers briefed the Board on the following proposed amendments to the 2015-2020 TIP.

- Project No. 48: Swantown/Heller Intersection Improvements
- Project No. 49: Non-motorized Transportation Plan update
- Project No. 53: 2014 Road Safety Projects

Parks

Subject/Description: Four Springs Event Coordinator – 2015 hours increase

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 20
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Attachment: Memorandum dated 1/9/15 from Jan vanMuyden, to BOCC

Action Requested: Approval of increase to Lisa McDavid's 2015 hours from 20 hours per week to 25 hours per week.

Follow Up: Okay with Board to move forward to Human Resources.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, January 21, 2015 at 2:10 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: Helen Price Johnson, Chair – via telephone Staff: Pam Dill
Richard Hannold, Member
Jill Johnson, Member

Others Present: Elaine Marlow, Budget Director

Record @ 04:04:55

Subject/Description: Commissioner Committee reports

Attachments: none

Information:

Helen Price Johnson

- WSU NPSE Advisory Council – Supporting Western Washington Agriculture/Everett University Center
- Senior Services – Working with NWRC to identify and assess alternative scenarios that are more likely to be financially sustainable; Dan Murphy, NWRC, will be the speaker at the Annual meeting; Senior Services of Island County Afternoon Tea
- NABC – Board planning session

The Board was in support of contributing \$2500.00 from the Commissioner's contingency fund to help with the Mukilteo parking study.

Jill Johnson

- Island Transit – Adopted the 2015-2017 Affirmative Action Plan; appointed to Finance Committee; Rick Almberg appointed Chair; preliminary review of budget; route enhancements

Rick Hannold

- Island Transit – Restoring 72% of the routes on South Whidbey; working on Camano Island next
- Oak Harbor Senior Services - Relationship with Senior Services of Island County

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 21
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BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Helen Price Johnson, Chair

Richard M. Hannold, Member

Jill Johnson, Member

ATTEST:

Debbie Thompson, Clerk of the Board